



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Dear Councillor,

Members are summoned to attend the **Meeting of the Council** to be held on **Thursday 26 March 2026 at 7.30pm** in the **Hurstpierpoint Village Centre**. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council

Friday 20 March 2026

AGENDA

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of interest:** To receive and record declarations of interest.
3. **Minutes of the Previous Meeting of the Council:** To receive and adopt the minutes of the 26 February 2026 Council Meeting.
4. **Adjournment for Questions from the Public:** To consider adjourning the meeting to receive questions from members of the public in accordance with Standing Orders.
5. **Reports from Other Authorities:** To receive reports from representatives of other authorities:
 - 5.1 **West Sussex County Council**
 - 5.2 **Mid Sussex District Council**
6. **Committee Minutes:** To receive and where appropriate, consider the recommendations of the:
 - 6.1 **Planning Committee (2 March 2026):** There were no recommendations for Council.
 - 6.2 **Finance, Governance & Estates Committee (19 March 2026):** There were three recommendations for Council:
 - 6.2.1 **F25/26.125: Internal Controls:** The Committee reviewed the findings from the March 2026 internal controls exercise and agreed to recommend their adoption by Council. Cllr Street identified one amendment with the precept payments wording, and it was: RESOLVED: That the Committee AGREED the findings from the March 2026 internal controls exercise, as amended, and agreed to recommend their adoption by Council.
RECOMMENDATION: That Council AGREES and ADOPTS the findings from the March 2026 internal controls exercise.
 - 6.2.2 **F25/26.126: Financial Risk Management Review:** The Committee considered a briefing note on the Parish Council's exposure to financial risk in 2025/2026 and considered any necessary changes or actions required for 2026/2027. Cllr Street identified an amendment where the medium risk box for Court Bushes Income was coloured green and should be orange. With no actions required, the Committee agreed to recommend it, as amended, to Council for adoption, and it was: RESOLVED: That the Committee AGREED the financial risk management review in respect of the Parish Council's exposure to financial risk in 2025/2026 and agreed to recommend it to Council for adoption, as amended.

RECOMMENDED: That Council AGREES and ADOPTS the financial risk management review in respect of the Parish Council's exposure to financial risk in 2025/2026.

6.2.3 F25/26.131: New 3 Year Internal Audit Agreement: The Committee considered a briefing note with two quotes for internal audit services for 2026/7, 2027/8 and 2028/9. The Committee reviewed the service required and the two quotes and agreed to recommend the appointment of Mulberry LAS for three years, to Council for approval, and it was: **RESOLVED:** That the Committee AGREED to recommend to Council, the appointment of Mulberry LAS as the Parish Council's internal auditor for three years (2026/7, 2027/8 and 2028/9).

RECOMMENDED: That the Committee AGREED to recommend to Council, the appointment of Mulberry LAS as the Parish Council's internal auditor for three years (2026/7, 2027/8 and 2028/9).

RECOMMENDATION: That the Council RECEIVES the minutes of the following Committees, and AGREES the above recommendations:

- i. **Planning Committee (2 March 2026)**
- ii. **Finance, Governance & Estates Committee (19 March 2026)**

- 7. Councillor Vacancies:** To consider advertising the remaining two parish councillor vacancies for co-option. It is proposed that an advert is published on 2 April 2026, via the website, facebook and noticeboards, including emails to various local groups and organisations, to seek applicants. The closing date is proposed as 12pm on 17 June 2026, in order to co-opt councillors at the Council meeting on 25th June 2026.
- 8. Reports from Representatives on Outside Bodies:** To receive reports from representative on outside bodies.
- 9. To note any information items, correspondence received or requests.**
- 9.1 Draft Mid Sussex District Plan:** To receive a verbal and written update on the draft Mid Sussex District Plan public examination hearings.

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request at the Parish Office.
